

DRAFT

Virginia Center for Onsite Wastewater Training
Steering Committee
16 October 2006

Committee Members Attending:

Name	Company / Representing	Email
Tom Joy	Chair / Moderator / VDH	Thomas.Joy@vdh.virginia.gov
K.R. Trapper Davis	CPEG / VOWRA / NOWRA	krdavis@cpegllc.com
Tom Reynolds	SVCC	tom.reynolds@sv.vccs.edu
Jamie Hawley	VDH / Piedmont HD	Jamie.Hawley@vdh.virginia.gov
Beth Manghi	VDH / Hanover HD	Beth.Manghi@vdh.virginia.gov
Anish Jantrania	VDH Richmond	Anish.Jantrania@vdh.virginia.gov
Ed Dunn	VDH / Piedmont HD	Ed.Dunn@vdh.virginia.gov
Peter Hunt	SVCC	Peter.Hunt@sv.vccs.edu
Jay Duell	VDH	Jay.Duell@vdh.virginia.gov
Danna Revis	VDH	Danna.Revis@vdh.virginia.gov
Karl Rudolph	VDH / Stafford HD	Karl.Rudolph@vdh.virginia.gov

Not Present:

Don Alexander	VDH Richmond	Don.Alexander@vdh.virginia.gov
Jay Conta	VDH	Jay.Conta@vdh.virginia.gov
Gary Whitley	VDH	Gary.Whitley@vdh.virginia.gov
Jim Bowles	VDH / Lynchburg	Jim.Bowles@vdh.virginia.gov

Guests:

Vision Statement:

Comprehensive understanding of onsite wastewater practices across Virginia

Mission Statement:

Educate and train practitioners and others in the practices and technologies essential to assure long term sustainability of onsite wastewater systems, ground and surface water quality and public health.

Meeting opened at: 10:15

VOWRA MOA ... rough draft prepared for an MOA between VOWRA and SVCC and VOWRA / VDH. Should be offered to the VOWRA board at the November 1st conference call for review and possible approval.

Discussion centered around the trailer offered by Jim Bowles from Lynchburg for storage of training materials, and small office component. Do we need to transport this since we have use of the old barracks that is being used for storage now.

Anish Jantrania - If we are going to provide power to the unit, then it may be an asset. If no power, then it is a liability. We could also use the trailer for meeting space should the current SVCC facilities not be available due to scheduling.

Peter Hunt – SVCC is planning to add an addition to the current facilities to include several classroom spaces, and bays for training. Monies currently available for the slab and shell of the building. Monies are not currently available to frame the classroom space. Should VOWTC manage to provide some sort of funds to frame classroom, then one would be available for VOWTC use immediately, without the need to re-hab the existing barracks. Also, there is another barracks that is available that would not require rehabilitation, but it is off site from the current SVCC facility.

Dana Revis – we used the existing barracks during the last round of soils training and worked inside during Tropical Storm Ernesto. There were comments / concerns about mold in the existing barracks facility.

Jamie Hawley – in the long run, it would probably be cheaper to contribute funds to SVCC for new construction vs. paying rent for a facility, or paying to rehabilitate the existing barracks.

Anish Jantrania – If we (VCOWT and other organizations (VOWRA)) contribute to SVCC for completion of the internal space of the addition, then would VCOWT would have primary control of the scheduling of the room? External funding would / will be required to operate a quality training facility. External costs for instructor fee's, instructor travel, etc. Capitol cost(s) of the infrastructure, landscape maintenance, equipment maintenance, power, water, etc.

Peter Hunt of SVCC will provide us with a cost estimate for the interior completion of the new shell building / addition, and will try to provide a cost estimate for the re-habilitation of the existing barracks based upon the cost(s) of current rehab of like facilities. At a minimum, we have use of the facility for storage, though the entrance stairs need to be replaced, and funds provided.

Discussion shifted to the need to begin a budget and help determine what type of funding may be needed to operate the facility. Such funding would be needed for landscaping (gravel, culverts, fuel reimbursement), installed equipment maintenance and upkeep, rents, water, electricity, instructor fees (travel, hotel, speaker fees, etc.), duplication cost of course materials. What type of funding is available from VDH? Is the funding solely provided by VDH? Has VDH (Don Alexander) considered outside funding sources? Does the central office have a preliminary budget outlined?

Decision made by the committee to bring the trailer to the training facility (as long as it is free). We can position the trailer and provide power to it at a later date.

Anish Jantrania – eventually, we will have a list of instructors for VCOWT. Propose that registered instructors be allowed to attend training at VCOWT at no fee. The instructor would not be counted as an attendee, and would not be eligible for CEU's or certificates, unless he/she pays for the course. Basically, the instructors would be “auditing” the training. Registered instructors attending should be fee neutral. The instructor(s) should make arrangements for their own meals (lunch), hotel, etc. Need to make advance notice to SVCC to assure that adequate course materials are available (payment / re-imbursement of course materials may be required).

Tom Reynolds – Currently have 21 registered students for the upcoming October training (Course is Full and registration is closed). Currently, there are only 4 registered for Wastewater 101 in November. Local approval has been granted through SVCC for the “mini-certificate” in soils (15 credit hour studies certificate). Course curriculae now has to be submitted and approved by the Community College Services Board. If 15 more hours of training were added to the soils course, (16 credit hours) then students / attendees may be eligible for financial assistance (PELL Grants). This could be a future direction towards an Associates Degree.

Tom Joy – do we need to have an official topographical survey completed of the area that has been cleared? Can we (the committee) do it ourselves? Believe that the committee can perform a rough topological survey of the site. Currently, Dana Revis, Karl Rudolph, Anish Jantrania, Jamie Hawley, Tom Joy volunteered to assist with this project. SVCC has some equipment (laser levels / transits) that may be available for use. Late November to early December timeframe would be ideal.

Tom Joy – we met with manufacturer reps in July 2006, they agreed that they wanted to support the training center. We now need to begin thinking about what we want to do with the equipment once it is installed, and how we are going to get it installed.

Discussion followed regarding allowing each manufacturer 1 or 2 days to provide installer training and Engineer / AOSE training, with the manufacturer providing the equipment and materials and a certified installer. The committee needs to layout a facilities plan so that the equipment “flows”. Equipment flows in a logical format from basic through advanced. As to future uses of the equipment – AOSE training, service provider training, local government, realtors, etc. With the possible use of a dedicated training classroom, there is no reason that the facility cannot be in use on a weekly basis in the near future. If we are pushing to begin installing equipment in the spring (March / April) we need to have a final site plan completed NLT February 2007.

Discussion followed regarding the “core” group of steering committee members and SVCC advisory committee and does the steering committee need to be formalized. (By-laws, incorporation, etc.) By general consensus, the existing / core membership of the steering committee are those that also sit on the SVCC advisory committee. Formalization of the steering committee probably needs to be completed. Other seats such as VOWRA / VEHA / AOSE / PE's / SERCAP, etc. will sort of be amorphous in that the attending member of the organization attending will probably not sit on the SVCC advisory committee. Should there be a time / term

limit to sit on the committee? Should the committee be set up with a “Board of Directors” for the VCOWT?

The committee adjourned for a field trip to look at the second barracks available, plus to walk the site that has been cleared.

Next Meeting Date: Friday, 17 November 2006. 10:00 am at the VCOWT facility.